

CHANGE CONTROL ACTIVITIES SCHEDULE

As Of -- WEEK ENDING 02/28/2003

No.	Item	Start Date	Details	Status	U	Date Ended
01	PeopleSoft - HR Ref: Kari Alverson	Each Friday on PR Check Issue day	ACTIVITY: Update HRSBOX, HRQA, and HRTEST databases throughout the day. LOCATION: N/A IMPACT: These databases will be unavailable during the updates.	Ongoing.		N/A
02	PeopleSoft - HR Ref: Kari Alverson	Monday to Wednesday of each Payroll week	ACTIVITY: Bring down HRPROD Application Server from 10am Monday until 8am Wednesday LOCATION: N/A IMPACT: The server will be unavailable during this period of the <u>Payroll week</u> .	Ongoing.		N/A
03	PeopleSoft - HR Ref: Kari Alverson	Friday, 01/24/2003	ACTIVITY: Apply patches to the HR Production areas from 7am until 9am LOCATION: N/A IMPACT: The server will be unavailable during this period.	Completed.	U	01/24/2003
03A	PeopleSoft - HR Ref: Kari Alverson	Friday, 02/21/2003	ACTIVITY: Apply patches to the HR Production areas from 7am until 9am LOCATION: N/A IMPACT: The server will be unavailable during this period.	Completed.	U	02/21/2003
04	PeopleSoft - FS Ref: Cheri Detweiler	Each Friday between 1st & 2nd PR Check Issue days	ACTIVITY: Update FSSBOX, FSQA, and FSTEST databases from FSPROD data throughout the day. LOCATION: N/A IMPACT: These databases will be unavailable during the updates on those days.	Ongoing.		N/A
05	PeopleSoft - FS Ref: Cheri Detweiler	To Be Determined	ACTIVITY: Apply patches to the FS Production areas from 7am until 9am LOCATION: N/A IMPACT: The server will be unavailable during this period.	Completed.	U	Weekend of 02/08/2003
06	Computer Systems Ref: Rich Anderson	Each Sunday between 3am and 9am	ACTIVITY: Perform maintenance and upgrades on network systems. LOCATION: ISD Computer Room. IMPACT: All City network systems will be unavailable during this period.	Ongoing.		N/A

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07	FS Maintenance Ref: Kari Alverson	To Be Determined	ACTIVITY: Perform Biannual maintenance of Financial databases. LOCATION: ISD Computer Room. IMPACT: Service will be unavailable from 9pm Friday until 7am Monday.	Completed.	U	Weekend of 02/08/2003
98	PeopleSoft Biannual Maintenance Ref: Kari Alverson	To Be Determined (On either a Saturday or a Sunday)	ACTIVITY: Perform maintenance of FSPROD and HRPROD databases. LOCATION: ISD IMPACT: The systems and databases will be down for the day.	See item 07.		
09	NDPS Server Install Ref: Vincent Casaceli	Sunday, 01/26/2003	ACTIVITY: Install new NDPS print server for City Hall, floors 1 & 2. LOCATION: ISD Computer Room. IMPACT: 1st & 2nd floor printers will be migrated to the new server. ISD will be migrated first. This should be transparent to the users.	Completed.	U	01/26/2003
10	Maintenance Ref: Paul Pedron	To Be Announced	ACTIVITY: ZENWorks Service Pack for servers Thorium, CC, ReDev1, Fire1, MSC-Data, Toad, Parks1. LOCATION: ISD Computer Room. IMPACT: Servers will be unavailable during this period. Users will be prompted to reboot one time after login to initialize ZEN files.	Waiting for Start Date decision.		
11	Maintenance Ref: Paul Pedron	To Be Announced	ACTIVITY: Hardware Mirroring for servers Zinc and Nugget. LOCATION: ISD Computer Room. IMPACT: Servers will be unavailable during this period for Database users (non-PS).	Waiting for Start Date decision.		
12	Maintenance Ref: Paul Pedron	To Be Announced	ACTIVITY: Copy SAN Standby spare data for servers Thorium, Oxygen, Argon, Cerium, Helium, Radium.. LOCATION: ISD Computer Room. IMPACT: Servers will be unavailable during this period for City Hall Network/GroupWise users.	Waiting for Start Date decision.		

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13	Maintenance Ref: Paul Pedron	To Be Announced	<u>ACTIVITY:</u> Upgrade hardware for servers Argon, Cerium, Radium. <u>LOCATION:</u> ISD Computer Room. <u>IMPACT:</u> Servers will be unavailable during this period for some City Hall GroupWise users, some City Hall NDPS Printing.	Waiting for Start Date decision.		

